

North Cumberland Fire District

Meeting Minutes

June 17, 2008

Special Meeting

Present: Absent:

Edward LeBlanc, Chairman

John Aharonian

Robert Audette

Joseph Baglini Brian Campbell

Matthew Gannon

Paul Lindquist

Robert J. Murray

Others Present:

Rene Gendreau, Chief (arrived 7:12 p.m.)

Fay Dakake, Clerk

Martin Klara, Tax Collector

Daniel Hamel, Treasurer

Opening

The regular meeting of the North Cumberland Fire District (NCFD) was called to order at 7:01 p.m. on Tuesday, June 17, 2008, by Chairman Edward LeBlanc.

Chairman LeBlanc, on behalf of the Board, offered his condolences, thoughts and prayers to Mr. Gannon in the loss of his sister, Peg.

A. Approval of Minutes

Motion was made by Mr. Gannon, seconded by Mr. Lindquist, to accept the Clerk's Report of May 28, 2008 as written. All in favor. So voted.

B. Treasurer's Report

Treasurer Hamel submitted his report dated 17-June-08 which included:

- Financial Summary May 2008**
- Profit & Loss May 2008**
- Profit & Loss Budget vs. Actual, July 2007 through May 2008**
- Profit & Loss Prev Year Comparison, July 2007 through May 2008**
- Cash Flow Forecast FY 2007-2008**
- Balance Sheet Prev year Comparison as of May 31, 2008**
- Tax Collections May 31, 2008**

Chairman LeBlanc questioned the Smoke Detector Fund at 36,621.00 which was previously 37, 911.00 Was money spent from the Smoke Detector Fund?

Motion was made by Mr. Murray, seconded by Mr. Baglini, to

accept the Treasurer's Report dated 17-June-08. All in favor. So voted.

C. Tax Collector's Report

Tax Collector Klara did not submit a report at this time. He did submit an on-line credit card processing software agreement (attached) from Opal Data Technologies, Inc. for the Board's review. Chairman LeBlanc noted the agreement will be distributed and placed on the July agenda.

Tax Collector Klara reported that the Billington Farms account is now complete.

Approximately 312 tax collection letters will be sent by Attorney Baker's office.

D. Chief's Report

Chief Gendreau submitted his report entitled Monthly Report for May 2008 and highlighted the following:

- Mutual aid call dispatching engine 54 to Cumberland Hill for a residential deck collapse**
- Kyle Garon will attend a meeting at Wellness Center regarding the distribution of medication in the event of a disaster.**
- A new hand rail is being installed.**

The Chief and treasurer Hamel explained the difference in the Smoke Detector Fund as monies spent in excavating the fire scene on Nate Whipple Highway.

Mr. Baglini commented that since the last meeting, Gary Grenier has been deemed fit to return to duty and has returned to work. Mr. Baglini expressed his gratitude on behalf of the Board to Pvt. Grenier for working so hard to get back to work. Chief Gendreau thanked Mr. Baglini for his assistance through the process of the getting Pvt. Grenier back to work.

Today, Chief Gendreau sent internal e-mails to the four officers on the Department for the Deputy Chief's Exam. If interested, they must submit a letter of intent by 3:00 p.m., Friday, July 11, 2008. By contract, all the officers are eligible for promotion to captain and deputy.

An additional bill was added from Opal Technology for \$250.00 for computer program support offered to tax collector Klara.

Chairman LeBlanc question the window recently installed in the radio room. Chief Gendreau explained it as a double-wide window.

Motion was made by Mr. Lindquist, seconded by Mr. Audette, to

accept the Chief's Monthly Report for May 2008 with expenses. All in favor. So voted.

E. Committee Reports

Financial Management, Budget, Taxes

Mr. Murray distributed a Cash Flow Forecast for Fiscal Year 2007-2008 and explained how he arrived at what he thought was affordable for a deposit and what the monthly payments may be for the new truck. Discussion followed to include proceeds from the upcoming tax sale, prior year collections, collection rate, and term of lease or straight finance.

Mr. Murray offered to narrow the lease options and possibly hold a meeting towards the end of the month. He would like to see an extension from Pierce until July 31, 2008.

Chairman LeBlanc will discuss and clearly explain the topic at the Annual Meeting.

In terms of the Budget, Mr. Murray and treasurer Hamel asked for pending figures from the negotiating committee, the truck committee and the tax collector in order to formulate a final budget. Figures were to be given after Executive Session.

Apparatus/Buildings/Grounds

Chairman LeBlanc reported that the NCFD and Mr. Johnson are still

in a conversation regarding the property line and its condition.

Dave Garrigan, the surveyor has been contacted. Chairman LeBlanc is awaiting his call.

Personnel, Labor Relations

Chief Gendreau reported he received an e-mail from Mr. Lindquist with his intent to run for re-election. Mr. Audette submitted his letter of intent.

Negotiations

To be discussed in Executive Session.

Personnel/Labor Management

Chief Gendreau reported he recently held a Department meeting and that an officers' meeting is scheduled for Tuesday, at 4:00 p.m. Regular officers' meetings will be held every two months.

Executive Session per RIGL 42-46-5 (1), 42-46-5 (2)

Motion was made by Mr. Murray, seconded by Mr. Audette and unanimously carried to enter into Executive Session in accordance

with RIGL 42- 46-5 (1) and RIGL 42-46-5 (2) at 8:41 p.m.

Return to Public Meeting

Chairman LeBlanc announced that the Board met in Executive Session and discussed some budget issues that will be further discussed at the annual meeting tomorrow night. Treasurer Hamel is preparing the final budget. A tax rate of \$1.26 (a 5% increase) was decided upon.

Motion was made by Mr. Murray, seconded by Mr. Baglini to extend the Fire Chief's contract from July 1, 2008 through December 31, 2008.

Chief Gendreau requested that it be extended to January 3, 2009 which is the end of the pay cycle and will allow him to complete the monthly and annual report.

Mr. Murray amended his motion to extend the Chief's contract to January 3, 2009, seconded by Mr. Baglini. All in favor. So voted.

Adjournment

Motion was made by Mr. Gannon, seconded by Mr. Audette and unanimously carried to adjourn the public meeting at 8:15 p.m.

Minutes **submitted** **by: Fay** **Dakake,**
Clerk _____
Approved **by: Edward** **LeBlanc,**
Chairman _____